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Staff Council Meeting Minutes

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**Georgia Southern University
Staff Council
Marvin Pittman President's Conference Room
Meeting Minutes
March 21, 2012**

Meeting was called to order at 8:58am

Members/Alternates Present: Alan Woodrum, Lisa Bridges, Chandra Cheatham, Lisa Lee, Pattie Beblowski, Heidi Harsha, America Minc, Debbie Tyson, Pattie Beblowski, Amber Blair, Jill Forehand, David Thompson, Bryan Hooks, Richard Wynn (for Kent Tatum), Betty Raymond (for Joan Greenless), Memory Littles (for Carter Walton)

Advisor: Paul Michaud

Absent: Carter Walton, Dorsey Baldwin, Bo Galvin Kent Tatum, Joan Greenlees,

Approval of February Minutes- Bryan moved to accept the minutes with no corrections. Motion to 2nd by Pattie.

Approval of March Agenda- Pattie moved to accept the March agenda, 2nd by America.

Executive & Committee Reports

Treasurer Report: No Update

By-Laws Committee: No Update

Technology and Communications: No Update

Staff Morale: The Morale Survey is almost complete. Amber passed around the questions that will be included on the survey and asked that everyone respond with changes by our next meeting.

Fundraising: Due to the Staff Tailgate event being cancelled, a Spring Fling has been planned. (See item updates in Old Business under Spring Food Drive)

Scholarship: No Update

Old Business:

Tobacco-Free Campus Initiative: The Tobacco-Free Initiative will be included on the April 17th Faculty Senate Agenda. All Staff Council members are encouraged to attend. Contact America for more details or questions about the meeting. Jean Bartels will present the results to Deans Council and America has a meeting scheduled to speak with Teresa Thompson. Several Staff Council members suggested marketing the initiative as "Clean Air" to have a more positive spin.

Spring Food Drive: The food drive was planned initially to be held during the Blue & White Game. The decision was made by Staff Council to not have the tailgate but to still collect canned food. America will look at the volunteer sheet to see who could stand at the entry gates to the stadium and collect the food.

Random Acts of Kindness/ M&M Award: Update will be provided at next meeting.

State Staff Council Conference: Pattie has volunteered to co-chair with Bryan Hooks. Bryan updated the council that Savannah State has been contact but no response from them yet. Ale Kennedy has agreed to be on the committee and is excited to help out. Dr. Keel has agreed to open the Conference up with the welcome address. Bryan suggested finding a key note speaker and Paul suggested selecting someone internally at GSU. Bryan will speak to Dorsey about the budget from the state and how to spend the funds. Paul and Alan suggested the topic for the conference be "Morale in the Workplace". Bryan will contact Holiday Inn about reserving space for out of town attendees.

New Business:

Volunteer Outreach: Carter will update the Council at April's meeting about the Red Cross Dress Down Day for Disaster

By-Laws & Constitution Review: Update in April Meeting

Employee Morale & Engagement Survey: Updates included in the Committee Reports under the topic Staff Morale

Staff Spring Fling: The Staff Spring Fling picnic will be scheduled for the week in May between classes. The picnic will be from 11 – 2 on Sweet Heart Circle and will include staff only. Some ideas include; having the VP's serve the food, pictures with Steve H. and Freedom, raffle winners selected, jars for scholarship donations and having Bo bring the grills outside. Alan asked the council to continue to come up with ideas of different activities to offer during picnic.

Town Hall Meetings: What happened to the Town Hall Meetings scheduled the week of Spring Break?

Updates from Human Resources

- Compensation Task Force has been formed. 6 Staff and 6 Faculty members will serve on the committee. The committee will be charged with looking at a compensation classification system and various of process and procedures. 6 Staff Members: Chandra Cheatham, Alan Woodrum, Greg Crawford, Lisa Bridges, Vickie Shaw and Patricia Beblowski.
- February was designated as Compliance Month but due to technical issues, this has been postponed. Staff will be receiving information about 5 mandated annual training programs, which will be done through our Building a Better U (SkillSoft) system.
- Performance evaluations are still on hold for now until technical issues are resolved. Retirement Ceremony will be held March 27th at the Wall at 10:00am. A lunch banquet will be held following the ceremony in the Ball Room.
- A new HR policy will presented to the President Cabinet. The policy will include "Gossiping in the Workplace".
- The Benefits survey is 2/3rds done. If it is not done in time for faculty to complete before the summer, then the survey will be conducted in the Fall.
- Relay for Life is coming up and if you would like to purchase a raffle ticket to win a basket, go to HR and they are a \$1 each.

Announcements:

No other announcement.

Patty motioned, and Bryan 2nd the motion to adjourn the meeting at 10:00 am.
Professionally Submitted,

Lisa Bridges